

NATIONAL CAPITAL PLANNING COMMISSION

WASHINGTON 25, D. C.

Your Agency is one among others which may be engaged in the development of significant Federal projects in the National Capital region in the near future and for that reason we are calling your attention to the role of the National Capital Planning Commission in such developments. With its technical resources and established channels of communication, the Commission can be of great service to your organization in relating all aspects of regional planning to your particular project or projects.

The Act of July 19, 1952 (40 U.S.C. 71, et seq.), which established the present Commission, requires in Sec. 5(a) "*** each Federal and District of Columbia agency prior to the preparation of construction plans originated by such agency for proposed developments and projects or commitments for the acquisition of land, to be paid for in whole or in part from Federal or District funds, shall advise and consult with the Commission in the preparation by the agency of plans and programs in preliminary and successive stages which affect the plan and development of the National Capital." Review by the Bureau of the Budget of requests for planning, land acquisition, transfer or disposal and construction funds will include inquiries as to whether the agency has complied with the provisions of the 1952 Act beginning with the submission of estimates for the fiscal year 1961.

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The term "National Capital" as used in the Act, includes the District of Columbia, Montgomery and Prince Georges Counties in Maryland, and Arlington, Fairfax, and Loudoun Counties in Virginia, and all cities within the geographic area bounded by the outer boundaries of the combined area of the counties.

Consultation with the Commission at early stages of planning will make available to you an up-to-date collection of region-wide land use and highway plans, traffic and population projections, and other significant data. Our staff is able to apply this data to any particular problem which your agency may face. Early consultation also may avoid the embarrassment of developing and announcing firm proposals that subsequently are found to conflict with already established plans for the region.

The types of agencies that are required to submit their projects to the Commission for review are Federal, including the Department of Defense, and District of Columbia agencies. This procedure does not apply to structures erected by the Department of Defense during wartime or national emergency within existing military, naval or air force reservations or to projects within the Capitol grounds.

Projects which need not be submitted to the Commission are those of a minor nature, such as interior modifications or structural alterations not involving an increase in the number of employees or in the original ground coverage of the structure.

Projects which are of concern to the Commission are those involving new construction or substantial additions to existing structures causing a major increase in the number of employees or in ground coverage of the building, increase or decrease in the number of off-street parking spaces, and any unusual installation, such as towers and special equipment installations, which materially affect traffic or other planning considerations in the area.

The Commission would appreciate your distributing this letter to those individuals who may be responsible for planning work in your agency. We would welcome a visit to our offices at Room 7013, Interior Building, or call on Code 183, Extension 2101.

Sincerely yours,

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